

**TOWN OF ROCKY HILL
CHARTER REVISION COMMISSION
MEETING OF JANUARY 13, 2015**

I. CALL TO ORDER

Town Manager, Guy Scaife called the Tuesday, January 13, 2015 meeting to order at 5:08 p.m. in the Executive Council Room of the Rocky Hill Town Hall, 761 Old Main Street, Rocky Hill, Connecticut.

Present: Jim Tallberg, Chairman
Phil Benoit, Vice Chairman
Kevin Clements, Commissioner
Neil Geldof, Commissioner
Rocco Sanzo, Commissioner
Frank Simboski, Commissioner
Jeffrey Thomen, Commissioner

Also: Guy Scaife, Town Manager
Eileen Knapp, Recording Secretary

II. DISCUSSION AND ACTION Re: Organization of Commission and Meeting Schedule

Town Manager Scaife thanked the entire Commissioner for accepting their positions. Once the Commission appoints a Chairperson, the Commission will operate on its own. Town Manager Scaife offered his services and that of the Town Staff to assist the Commission in any way necessary. Staff and/or the Town Council may suggest areas of the Charter that they would like the Commission to look at, but it is the Commission's decision as to what they work on. He is hoping that all politics are left at the door. He suggested that the Commission elect a Chairman and work out some timelines for what needs to be accomplished.

Commissioner Tallberg said the only requirement he sees is that they need to submit a draft to the Town Council within 16 months of being appointed and within that time they need to hold at least two public hearings. Town Manager Scaife said the Council is hoping that the draft Charter would be ready in November, at the time of the next general election.

Commissioner Thomen asked that the current Charter be sent to all Commissioners in a Word format. Commissioner Sanzo asked that any recommendations from the Town Council as to what they would like the Commission to focus on be received as soon as possible. He suggested that they convey which 3 or 4 items they feel are the most important.

III. DISCUSSION AND ACTION re: Appointment of Chairman

A MOTION was made by Commissioner Thomen to elect Commissioner Jim Tallberg as Chairman. Seconded by Commissioner Sanzo. There were no other nominations for Chairman. All were in favor, MOTION CARRIED UNANIMOUSLY.

Commissioner Tallberg took over the meeting as Chairman.

A MOTION was made by Commissioner Clements to nominate Commissioner Benoit as Vice Chairman. Seconded by Commissioner Thomen. All were in favor, MOTION CARRIED UNANIMOUSLY.

Chairman Tallberg said at the next meeting he would like a meeting schedule prepared for approval by the Commission. The next meeting was scheduled for Wednesday, January 28th at 6:00 p.m. in the Executive Council Room. Public is invited to attend, it is up to the Commission as to whether or not the public is allowed to speak at these meetings. The Commission asked that before the next meeting they receive copies of other town's Charters, including Berlin, Newton, Cromwell, Glastonbury and Wethersfield.

Chairman Tallberg suggested that all Commission members get their own Town e-mail addresses for the purpose of fulfilling FOI requirements.

Issues in the Town Charter that the Commission may want to address are the Town's fund balance requirement, \$150,000 threshold for lease purchases and the positions of Town Clerk and Deputy Mayor. Chairman Tallberg said he would prepare the Agenda for the next meeting.

IV. ADJOURN

A MOTION was made by Commissioner Clements to adjourn the meeting at 5:55 p.m. Seconded by Commissioner Sanzo. All were in favor, MOTION CARRIED UNANIMOUSLY.

Respectfully submitted,

Eileen A. Knapp
Recording Secretary